

# Employee Post-Travel Disclosure of Travel Expenses

RECEIVED  
SECRETARY OF THE SENATE  
PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The original *Employee Pre-Travel Authorization* (Form RE-1), AND  
☐ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): South Florida Agricultural Foundation, Inc.

Travel date(s): February 20-22, 2019

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	Total: \$536.76	Total: \$368.99	\$127.93	
<input checked="" type="checkbox"/> Actual Amount	Airfare: \$422.05 Bus Trans: \$80.43 Ground Trans: \$34.28	Clewiston: \$169.99 West Palm Beach: \$199.00		

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	N/A	N/A	N/A	
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

See attached itinerary.

3/18/19  
(Date)

Katherine Thomas  
(Printed name of traveler)

Katherine Thomas  
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

3/18/19  
(Date)

Pat Roberts  
(Signature of Supervising Senator/Officer)

## EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

ETHIC JAN29'19PM 2:48

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Katherine Thomas

Employing Office/Committee: Senate Committee Agriculture, Nutrition, & Forestry

Private Sponsor(s) (list all): South Florida Agricultural Foundation

Travel date(s): Wednesday, February 20 through Friday, February 22, 2019

*Note: If you plan to extend the trip for any reason you must notify the Committee.*

Destination(s): West Palm Beach, FL; Belle Glade, FL; Clewiston, FL

Explain how this trip is specifically connected to the traveler's official or representational duties:

I work on specialty crops, research, and trade issues for the committee. Last year, we completed a farm bill, the 5 year reauthorization of broad agricultural programs, including the Specialty Crop Research Initiative and Block Grant Program, which is run with state governments. Visiting with specialty crop growers and seeing the crops up close will provide a better understanding of the issues they face, like citrus greening disease, and how these programs can help meet their needs. In addition, we will conduct oversight of trade agreements, so hearing from producers about trade barriers and potential markets supports this work.

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

1/29/19

(Date)

Katherine Thomas

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Pat Roberts

Katherine Thomas

I, \_\_\_\_\_ hereby authorize \_\_\_\_\_  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

1/29/19

(Date)

Pat Roberts

(Signature of Supervising Senator/Officer)

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): South Florida Agricultural Foundation
2. Description of the trip: Fact-finding, informational tour of the South Florida agricultural industry including observation of harvesting operations and one on one discussions with local farmers.
3. Dates of travel: Wednesday, February 20 through Friday, February 22, 2019
4. Place of travel: West Palm Beach, FL; Belle Glade, FL; Clewiston, FL
5. Name and title of Senate invitees: See attached
6. I *certify* that the trip fits one of the following categories:
  - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
  - OR**
  - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
  - AND**
  - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
  - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
  - AND**
  - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).



9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

**OR**

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

**OR**

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The South Florida Agricultural Foundation is the sole sponsor and organizer of the trip.

opportunities within the South Florida agricultural industry, including sugarcane, citrus, sweet corn,

celery, rice & other local crops, in an area which ranks in the top 10 in the nation for agricultural revenue.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The mission of the South Florida Agricultural Foundation is to provide educational and stewardship

opportunities within the South Florida agricultural industry, including sugarcane, citrus, sweet corn,

celery, rice & other local crops, in an area which ranks in the top 10 in the nation for agricultural revenue.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

This will be the fifth trip since January 2017 sponsored by the South Florida Agricultural Foundation.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Foundation provides agricultural information to local school and civic groups and has plans to award scholarships to students pursuing agricultural studies at local colleges.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$497.85	\$398.00	\$141.75	
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves events that are arranged or organized specifically with regard to House and Senate staffer participation.

18. Reason for selecting the location of the event or trip

To provide first hand knowledge and experience of the inner workings of the South Florida agricultural industry.

19. Name and location of hotel or other lodging facility:

1. Holiday Inn Express, Clewiston, FL

2. West Palm Beach Marriott, West Palm Beach, FL

20. Reason(s) for selecting hotel or other lodging facility:

1. Located in the heart of the Glades area farms in the western part of the Everglades Agricultural Area

2. Located near the farms and the airport at the eastern end of the tour route

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The daily expenses for lodging and meals are at or below the maximum per diem rates for official

Federal Government Travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Travel provided is coach-class airfare on American Airlines and by 38-passenger bus for local travel

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:

*Ardis Hammock*

Name and Title: Ardis Hammock, President

Name of Organization: South Florida Agricultural Foundation, Inc.

Address: P. O. Box 1952, West Palm Beach, FL 33402

Telephone Number: 561-315-0481

Fax Number:

E-mail Address: cheryl@soflagfoundation.org

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## Thomas, Katherine (Agriculture)

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**From:** Cheryl Klimek <Cheryl@soflagfoundation.org>  
**Sent:** Sunday, February 3, 2019 12:19 PM  
**To:** Valanos, Eleni (Rubio); Thomas, Katherine (Agriculture)  
**Subject:** Join us for an AG-Venture in South Florida

The **South Florida Agricultural Foundation, Inc.**, a non-profit organization founded to increase public awareness of South Florida's agricultural industries – including sugarcane, citrus, sweet corn, rice, celery and other crops – through educational and stewardship opportunities, is sponsoring a congressional staff trip to our area on **February 20-22, 2019**. The purpose of this **Ag-venture** is to give staffers an opportunity to tour South Florida's agricultural industry to gain firsthand knowledge of its impact on Florida and the United States.

The Foundation would like to extend an invitation to you to participate in this trip. A full itinerary is in the works and our current draft is attached for your review. Look at our website at [www.soflagfoundation.org](http://www.soflagfoundation.org) for more information on this educational tour.

As a tour participant, you would depart from Ronald Reagan National Airport to Palm Beach International Airport where a chartered bus will meet you. We'll kickoff the tour by traveling to Clewiston for an **AIRBOAT TOUR** on Lake Okeechobee. Other stops during the tour will include citrus groves, sugarcane field operations and mill, and other vegetable planting and harvesting operations. The Foundation will cover the cost of all travel, lodging and meal expenses associated with the trip and will provide forms and documentation for the Ethics Committee.

Florida is known as a premier tourist destination with its miles of sandy beaches, but few people know of its abundant agricultural interests and its vital role in food production. In the South Florida region, Palm Beach County alone generates nearly one-and-a-half billion dollars in total agricultural sales each year, ranking it among the top ten counties for highest agricultural revenue in the nation. While Florida has three million acres devoted to agriculture, Palm Beach County has more agriculture than any other county with 40% of its land actively farmed.

Florida food is exported to 170 different countries to the tune of \$4 billion worth of food products.

We hope you will be able to join the Foundation on this fact-finding trip. We believe it will be a worthwhile experience and that you will gain a better understanding of the Florida agricultural industry.

**All forms required for travel must be submitted to the Ethics Committee 30 days in advance, which is Tuesday, Jan. 22.** Please advise us as soon as possible if you would like to participate in this information-packed **Ag-venture**! Also, feel free to contact us at 561-315-0481 if you have any questions.

Sincerely,

**Ardis**

Ardis Hammock  
President

**Cheryl Carpenter Klimek**  
Executive Director



**South Florida  
Agricultural Foundation**

**P.O.Box 1952, West Palm Beach, FL 33402**  
**561-315-0481 [www.soflagfoundation.org](http://www.soflagfoundation.org)**

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## 2019 Congressional Staff Tour

**February 20-22, 2019**

8:46 – 11:32 AM	Depart Washington-Reagan National Airport on American Airlines Flight #720
11:32 – 11:40 AM	Arrive Palm Beach International Airport.
11:40 – 12:00 PM	SFAF group leaders will meet guests at the West Palm Beach airport, locate luggage and board bus. Guests will be transported by bus for the duration of the trip.
12:00 – 1:00 PM	Depart airport, Travel to Slim's Fish Camp in Belle Glade – Lunch and informational video on board during route to agricultural area. A board member of SFAF will narrate sites along the drive through the Everglades Agricultural Area (EAA) which surrounds the Southern area of Lake Okeechobee.
1:00 PM	Arrive at Slim's Fish Camp in Belle Glade for airboat tour.
1:00 – 2:30 PM	Depart on airboat for tour of Lake Okeechobee; Boats will stop out on the lake where Tom McVicar of McVicar Consulting, a water resource specialist company that assists the agriculture industry in the Lake Okeechobee and Everglades watershed in matters related to Flood Protection, Water Supply and Stormwater Management, will explain the relationship between the lake and agriculture, discuss water quality and quantity issues and how EAA farmers must comply with federal water regulations. He will address questions from staffers.
2:30 – 3:15 PM	Depart Slim's Fish Camp to travel to Holiday Inn Express in Clewiston.
3:15 – 4:15 PM	Check into Holiday Inn Express hotel, prepare for citrus tour and dinner presentation.
4:15 PM	Depart hotel, drive to Southern Gardens Citrus in Clewiston.
4:30 – 6:00 PM	Southern Gardens Citrus – presentation by Southern Gardens Citrus Team: Denise Roth, Plant Manager, will discuss the citrus processing industry, utilization of every part of an orange and address related food safety issues. During grove stops, Jim Snively, Vice President of Citrus Groves, will discuss citrus greening, hurricanes and other issues destructive to citrus crops, and how they work with the USDA's APHIS (Animal and Plant Health Inspection Service) to develop new citrus varieties and combat citrus diseases.
6:00 – 6:45 PM	Arrive at Dunwody Lodge in Clewiston for welcome reception and opportunity to speak one-on-one with local farmers who grow sugarcane, corn, green beans, kale and broccoli.
6:45 – 9:00 PM	Working dinner where Judy Sanchez, Senior Director of Corporate Communications, U.S. Sugar Corp., will give a presentation and answer questions on American Farm Policy & Trade, discussing renewal of the farm bill, NAFTA and other trade issues. SFAF Board President Ardis Hammock will introduce the farmers present, seated throughout the room, and each will speak 5-10 minutes on the history of their farm and the produce they grow, showcasing the diversity of crops produced in the area. Local elected officials such as mayors, city commission and county commission will also attend, relating how local government coordinates with state and federal officials on agricultural issues. SFAF will purchase steaks cooked by Cattlemen's Association highlighting local beef industry.
9:00 PM	Return to Holiday Inn Express.

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8:00 – 8:30 AM	Breakfast at hotel provided by SFAF and board bus
8:30 AM	Bus departs Holiday Inn
8:30 – 9:00 AM	Bus drives to U.S. Sugar Corp. Mill & Refinery
9:00 – 10:30 AM	Arrive at U. S. Sugar Corp. Mill and Refinery for tour of sugarcane processing procedures led by Judy Sanchez, Sr. Dir. of Corporate Communications. Discussion at the mill will include compliance with OSHA and federal air quality standards, while the refinery will focus on FDA food safety and labeling issues.
10:30 AM – 12:00 PM	Tour Sugarcane Field operations and harvesting led by Les Baucum, U.S. Sugar Corp. and Judy Sanchez, will discuss compliance of worker protection standards, burning regulations, pesticide and herbicide issues and other Federal regulations that have an impact on the cost and procedures of farming sugarcane.
12:00 – 12:30 PM	Travel to Tellus in Belle Glade.
12:30 – 2:00 PM	Working lunch where a video will be shown on how Tellus began, followed by a tour led by Matt Hoffman, president of the packaging company that recycles leftover sugarcane fiber from the sugar milling process and converts it to packaging and foodservice products such as plates, bowls, and take-out containers. Tellus runs partially on renewable biomass power provided from the sugar mill and solar energy, making it an extremely efficient and environmentally sustainable manufacturing facility.
2:00 – 2:30 PM	Travel to A. Duda & Sons.
2:30 – 4:00 PM	Tour of A. Duda & Sons led by Sam Jones, Assistant General Manager, showcasing the farming operations where celery, radishes, lettuce and other produce is grown. The group will go out into the field and observe the harvesting of celery while discussing food safety and workforce issues.
4:00 – 5:00 PM	Depart Duda to travel to West Palm Beach.
5:00 – 5:15 PM	Check in at Marriott Hotel, West Palm Beach, prepare for dinner and evening program.
6:45 PM	Meet in hotel lobby.
6:45 – 7:00 PM	Board bus and depart for dinner.
7:00 – 9:00 PM	Working dinner at Batch New Southern Kitchen, West Palm Beach, farm-to-table restaurant featuring local produce. Palm Beach County Commissioner Melissa McKinlay, who represents the area where the western county farms and some of the eastern farms are located, will discuss the importance of agriculture to Palm Beach County. A representative of Florida Department of Agriculture and Consumer Services will speak about the importance of the Everglades Agricultural Area to the State of Florida and the challenges the state has coordinating with federal agricultural regulations.
9:00 PM	Return to Marriott Hotel.

**SECRET**

**\*Note: All food/catering/transportation/lodging is paid for by the South Florida Agricultural Foundation**

**SECRET**

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